

Apple-Works Forum

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Support for AppleWorks and ///EZ Pieces Users

Letters to NAUG

AppleWorks and CompuServe

Dear NAUG,

I use the electronic mail facility in CompuServe to keep in touch with NAUG and with other AppleWorks users throughout the country. I use AppleWorks to compose my messages off-line, save them as ASCII files on disk, then use my telecommunications software to send the files to CompuServe. But I have a problem. Not all the characters in my document are correctly transmitted to CompuServe and some lines of text overwrite each other instead of appearing on a new line. Is there any way I can avoid this problem?

Dick McWilliams
Leawood, Kansas

[Ed: First, make certain you use AppleWorks 2.0 or 2.1 to prepare text files for CompuServe or other communications services. Those versions of AppleWorks automatically insert a Return at the end of each line when you "Print" an ASCII file onto a disk. That eliminates some of the problems that occur if you try to prepare ASCII files for CompuServe with AppleWorks 1.1, 1.2, or 1.3.]

You sent NAUG a printout of a sample session on CompuServe, and I see that you are using CompuServe's "Abbreviated Menu" mode. That mode does not display all the commands available in EasyPlex, CompuServe's electronic mail system. When you want to transmit a message you are telling CompuServe to "Compose" a message. You should only use the "Compose" option when you want to create messages while on-line with CompuServe. Since you want to transmit documents you wrote off-line and not type new messages at the keyboard, you should tell EasyPlex you want to "Upload" a document when you get the "SCAN, READ, COMpose, ADDRESS or HELP" prompt. CompuServe will set itself to receive the message you transmit from your disk. You can then transmit messages with or without an error checking protocol. Error checking protocols insure accuracy in the files you transmit but slow down the process. If you do not use an error checking protocol, indicate you are done uploading a message by typing /EX.]

Where Should the Paper Start?

Dear Cathy,

A friend of mine and I disagree about how to position pin-feed paper in the printer for AppleWorks. My friend says the top edge of sheet should line up with the top edge of the print head; I say the top edge should be just above the paper bail. Who's right?

Lisa Kluball
Cedarburg, Wisconsin

[Ed: Unless you use a single-sheet feed mechanism with your printer, AppleWorks expects the print head to be positioned one inch below the top edge of a sheet of paper. Usually that results in the top edge of the paper falling underneath the paper bail (the bar with rubber rollers which holds the paper to the platen), but the placement of the paper bail varies from printer to printer.]

This helps explain the rationale for AppleWorks' top margin setting of zero and bottom margin setting of two inches. If you insert the paper so the print head is one inch below the top of the page and leave the top margin set to zero, AppleWorks does not move the paper when it starts printing. This yields a one-inch top margin. AppleWorks then prints nine inches of text, placing the last line one inch from the bottom of the page. It then skips two inches for the bottom margin, leaving one inch at the bottom of the first page and one inch at the top of the following page. This results in pages with one-inch top and bottom margins.]

AppleWorks Forum

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Letters...

How to Print Data Base Labels Longer than 15 Lines

Dear Cathleen,

I need to print data base records in label format which require a minimum of 17 lines per label. Is there any work-around that lets me print more than 15 lines on a label?

Dorothea Busch
Jones, Michigan

[Ed: If you are using AppleWorks 2.0 or later, you can use AppleWorks data base data to create labels of almost any size. The secret is to create the label format using the Mail Merge feature in AppleWorks' word processor module. Proceed as follows:

1. Create a tables format report for your data base file. Use the Apple-R command to select the records you want to print and the Apple-A command to arrange the records in the order you desire. Make no other formatting changes in this report.
2. Issue an Apple-P command and "print" the report to the Mail Merge Clipboard.
3. Check your printer configuration. Make certain the "Accepts top of page command" is set to "No".
4. Create a word processor document and issue an Apple-O command. Set the margins and other formatting settings to produce the labels you want. Set the page length to the height of each label (i.e., the distance from the top of one label to the top of the next label).
5. Move the cursor to the location where you want to print the data from the first category.

The **National AppleWorks Users Group (NAUG)** is an association that supports AppleWorks users. The group provides technical support and information about AppleWorks and enhancements to that program. Our primary means of communicating with members is through the monthly newsletter entitled the **AppleWorks Forum**.

Issue an Apple-O command and enter "MM" to indicate you want to select a category from the mail merge clipboard. Select the category you want to appear in this location.

6. Repeat step #5 placing all categories in the locations you will want them to assume in the final output.
7. Issue an Apple-O command and insert a New Page Command at the bottom of the document.
8. Put the labels in the printer and issue an Apple-P command to print the file.

You will probably have to experiment with the correct Page Length, Margins, and New Page Commands to get the final format, but you can use this technique to print almost any size label.

You should also review the article entitled "Techniques to Improve Your Labels" in the March 1988 issue of the **AppleWorks Forum**.]

A NAUG Member Reflects about Apple and Claris

I bought an Apple IIGS because I believed the open architecture of programs designed for it and its capacity to expand my capabilities reflected a philosophy of individualism, compatibility, and grass roots mobility. Apple's approach made me feel there was room for a person like me in a technological future. But I suspect an end is in sight for the humanistic values reflected in the Apple II. If Apple via Claris presents the Apple II world with an all-purpose GS program with AppleWorks GS and drops the Apple IIe, consumers will buy the GS-specific program on reflex. That will effectively end the role Apple Computer plays in offering a computer intended to be a foundation for an open, unfolding, adaptable series of programs. Apple will successfully take TimeOut and Pinpoint business, along with a whole universe of small specialty programs, but will find it has gained the universe at the price of its soul.

Hal Sundt
Santa Ana, California

Move Non-Adjacent Spreadsheet Rows

Dear Cathleen,

How can I use the AppleWorks clipboard to copy non-adjacent rows from one spreadsheet into adjacent rows in another spreadsheet?

Ray Bennett
Tokoroa, New Zealand

[Ed: Here is a work-around that lets you transfer non-adjacent rows from one spreadsheet into adjacent rows in a second spreadsheet:]

1. Save the original spreadsheet with the Apple-S command.
2. Issue an Apple-N command and rename the spreadsheet to some temporary name. This protects you from deleting the original spreadsheet accidentally if you issue an Apple-S command.
3. Issue an Apple-V command and change the frequency of calculation to "Manual".
4. Use the Apple-D command to delete all rows you do not want to transfer to the second spreadsheet. This leaves only the rows you want to transfer. Delete any blank rows so the remaining rows are adjacent to each other.
5. Copy or move the now-adjacent rows onto the clipboard.

You can now transfer the rows on the clipboard into adjacent rows in another spreadsheet.

A caution: Make certain that all formulas in the rows you transfer refer only to cells within that row. Formulas that refer to cells in other rows will yield incorrect results.

If you frequently transfer data from one spreadsheet to another, consider using CellLink, a Time-Out module on the SpreadTools disk. As its name implies, CellLink lets you link cells on different spreadsheets and automatically transfer data from one spreadsheet to another. You can use CellLink to prepare a summary spreadsheet that consolidates the results of other spreadsheet files.]

An Error in AppleLink Documentation

Dear Fellow AppleLink Users,

The AppleLink manual tells you to change the printer default settings on the AppleLink disk. Do not change these settings! The print functions in AppleLink work properly with the default settings installed. If you change the default settings, you cannot print an AppleWorks document correctly when leaving AppleLink without first resetting the printer commands back to their default settings.

Michael Beebe
San Diego, California

[Ed: The November 1988 issue of the AppleWorks Forum included a card that entitles NAUG members to a free copy of the AppleLink software and an AppleLink account. If you did not receive an AppleLink Offer card, send NAUG a self-addressed, stamped envelope, your NAUG membership ID number, and request a "Free NAUG AppleLink Offer" card. This offer is valid while the supply of AppleLink cards lasts.]

FRENCH

GERMAN

EuroWorks™

ITALIAN

SPANISH

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No goofy key equivalents: type e' (not "{") to print é. No taboo keys either: foreign files may include every character on your American keyboard plus 13 French, 7 German, 10 Italian, or 10 Spanish. You get 8 new characters for English too!

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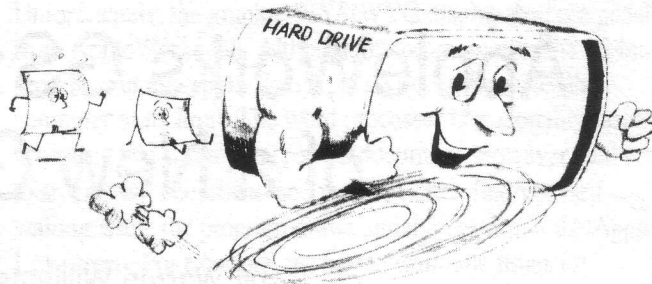
Site License Options for TimeOut Modules

Beagle Bros recently announced a software licensing program for schools that use multiple copies of the TimeOut modules. Here are the site license options:

- **Non-networked computer labs:** Schools receive one copy of the program and documentation, and the right to make an unlimited number of copies for lab use. The price is six times the number of laboratories in the school times the list price of the module.
- **Networked labs:** Schools receive a special version of TimeOut designed to run on a network. The price is five times the number of networks times the list price of the module. The network versions of the products are compatible with the network version of AppleWorks running on AppleShare, and with the standard version of AppleWorks running on Corvus and Velan networks.
- **District-wide license program:** School districts receive the right to make unlimited copies of a TimeOut program. The price for district-wide licenses depends on the size of the district and the number of TimeOut modules licensed. Districts considering a district-wide license should contact Beagle Bros for more information.

For more information, contact: Beagle Bros, 6215 Ferris Square, Suite 100, San Diego, California 92121, (619) 452-5500.

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AppleWorks GS: The Beginning of a New Generation

by Warren Williams, Cathleen Merritt,
and William Marriott

AppleWorks GS has exciting possibilities for Apple IIgs owners who can tolerate the program's faults or can wait for future versions of the product. NAUG will publish additional articles about the program in future issues of the AppleWorks Forum. This article was formatted exclusively with the AppleWorks GS page layout module and printed on an Apple LaserWriter Plus.

AppleWorks GS version 1.0 is a powerful, flexible, integrated package for the Apple IIgs computer. The program offers word processor, spreadsheet, data base, business graphics, paint, page layout, and telecommunications functions in a single package. The modules are more powerful than you would expect in an integrated program; most could be sold as stand-alone products. Many users will find that AppleWorks GS offers all they need for their home and small business applications.

Unfortunately, this version of the product contains bugs that are distracting and frustrating; the program does not inspire confidence in your system. Our computer locked up repeatedly when we used some features of the program. In addition, AppleWorks users will find that some functions in the current version of AppleWorks GS are unacceptably slow and that the screen is difficult to read, particularly in the word processor, page layout, and telecommunications modules.

Functionality

The designers of AppleWorks GS paid careful attention to the user interface. AppleWorks GS is highly intuitive; it is easy to learn and fun to use. The program follows the desktop metaphor that Apple popularized with the Macintosh computer, using a mouse in combination with pull-down menus to help you create and edit documents and images. AppleWorks GS accommodates users who do not like a mouse; most mouse actions can be replicated with keyboard commands. The designers duplicated many of the Open-Apple commands in the original version of AppleWorks. For example, Open-

Apple-S activates the Save Command.

Hardware Requirements

AppleWorks GS is hardware intensive. The program requires at least 1.25-megabytes of RAM; the more memory you have, the larger the files you can manage. Fortunately, most users will be satisfied with the size of the workspace available on a 1.25-megabyte IIgs. With one paint window active, our system did not run out of memory until we had a total of 102 pages of word processor documents active in three word processor windows. It is difficult to predict the size of the files you can manage; the available workspace depends on the number of program modules loaded into memory.

AppleWorks GS also requires more disk storage than is available on many IIgs systems. Although you can run AppleWorks GS from a single 3.5-inch disk drive, many users will be uncomfortable with that configuration. Using a single drive, it took AppleWorks GS almost four minutes and three disk changes to boot up the program and display the AppleWorks GS Main Menu. It took more than four minutes and five disk swaps to check the spelling of the first three pages of this article. The availability of two 3.5-inch disk drives makes the program more convenient and speeds up its operation by avoiding disk changes, but the program works best on a hard disk system, where disk operating speeds are almost tripled.

AppleWorks GS uses a printer's graphics capability to produce a document, and requires a separate "driver" for each printer.

AppleWorks GS includes drivers for ImageWriter I, ImageWriter II, LaserWriter, and Epson LX and FX printers. Although additional drivers might be available in the future, owners of other printers should delay buying AppleWorks GS until those products become available. If you have an Epson-compatible printer, make certain you test the unit with AppleWorks GS; some printers that claim Epson-compatibility emulate only the Epson's text processing features.

AppleWorks GS supports either the printer port built into the Apple IIgs or Graphocard and Grappler interface cards. Some popular parallel interface cards are not compatible with the program.

Functionality: The Modules

Word Processor

The AppleWorks GS word processor offers most of the features you expect from a word processing program. It has a respectable tabbing system with left, right, and decimal tabs. It offers left, centered, right, and full justification. The word processor lets you establish a different format for each paragraph and, once developed, you can apply that format to any set of paragraphs in a document.

AppleWorks GS supports multi-line headers and footers, but lacks an automatic footnote system. The program has a built-in thesaurus and spell checker that is only useful if you have two 3.5-inch disk drives or a hard disk.

AppleWorks GS gives you excellent control over formatting and page breaks. You can "lock" paragraphs so page breaks do not occur in the middle of a list or between a title and the first line of text in a document. The program does not offer automatic hyphenation or "soft-hyphens", so the inter-word spacing can be unacceptably large when working with narrow columns and full justification.

The word processor's greatest strength is its "What-You-See-Is-What-You-Get" (WYSIWYG) display. The AppleWorks GS screen shows every font, font size, and attribute such as boldface, underlining, italic, and superscripted characters, as it will appear in print. You can use multiple type styles and sizes in a single paragraph; the number of fonts is limited only by the memory in your computer. AppleWorks GS will display text in different colors and prints in color on ImageWriter II printers.

Unfortunately, the graphic WYSIWYG display exacts a penalty from AppleWorks GS. Although the program uses the 16-bit processor in the Apple IIgs, AppleWorks GS pushes the computer to its limit. The word processor is reasonably fast at accepting text when you create a document. However, add text to an existing document, and you will often find yourself waiting while the program draws and then re-draws the Apple IIgs screen. For example, we had to wait nine times for AppleWorks GS to refresh the screen when we inserted this sentence. Even with the keyboard buffer on, it took almost one minute to add the sentence to this document. In addition, the program often lost characters we typed while the screen tried to catch up with the keyboard.

As moderately fast touch-typists (50-60 words per minute) who are regular AppleWorks users, we found the repeated screen refreshing when editing text, the delays in displaying text changes, and the lost characters made the AppleWorks GS word processor unacceptable for our applications.

Although we believe many AppleWorks users will find the AppleWorks GS word processor unacceptable, the word processing module has its uses. AppleWorks GS can import AppleWorks word processor files; imported files are read directly into AppleWorks GS and retain the format established for the document in AppleWorks. We expect that most AppleWorks GS owners will use the original version of AppleWorks to create documents, save the files, then enhance the documents with AppleWorks GS.

However, remember that you cannot transfer AppleWorks GS files directly into AppleWorks. You must save your work as an ASCII file, then use that file to create a new AppleWorks document. Unfortunately, this process removes all formatting commands from the file transferred into AppleWorks. In addition, version 1.0 of AppleWorks GS inserted extra characters into the ASCII files; we removed those characters with AppleWorks.

In summary, the AppleWorks GS word processor is a moderately full-featured program with exceptional formatting and printing capabilities. However, the program's frequent screen refreshes and its tendency to drop characters when editing text make it unacceptable for all but the slowest typists.

Data Base

By contrast, the AppleWorks GS data base module is impressive. You can define up to 256 fields per record and the number of records in each file is limited only by the available desktop memory. You can create up to 256 calculated fields in each record and can use more than 70 different numerical and statistical functions in those calculations (see *Figure 1*). The module includes a Replace Command, so you can find and replace existing data in a single operation.

The data base module lets you define categories as text, numbers, dates, time, pictures, and "static text" (text you import from the word processor and cannot change in the data base records). The picture category should prove useful for developers of professional applications.

The AppleWorks GS data base offers exceptional reporting capabilities. You can create an unlimited number of report formats (with a maximum of ten categories in each report). Reports are automatically transferred into the word processor module for additional editing and spell checking. Like all other AppleWorks GS word processor files, these reports can be flowed into the program's page layout module for further enhancement. You can also transfer data base records to the spreadsheet module and prepare graphs based on the file.

AppleWorks users will find it takes longer to define categories for an AppleWorks GS data base; the program uses a graphic interface so you can design attractive data entry screens. Once developed, the data base is easy to maintain and use.

The data base module did not show any unexpected behaviors, and did not lock up our system.

Spreadsheet

The AppleWorks GS spreadsheet is a powerful module. In addition to the extensive formatting options one expects in a graphic-based program, the spreadsheet offers numerous features not available in AppleWorks. For example, the program offers more than 70 functions including arithmetic, trigonometric, statistical, and financial functions (see *Figure 1*). It allows string manipulation, string logic, and date arithmetic.

The program makes it easy to link spreadsheets; you can copy formulas or values from spreadsheet to spreadsheet. The

Speeding Up AppleWorks GS

I used AppleWorks GS on an Apple IIgs equipped with an Applied Engineering TransWarp GS card, and found that the card significantly enhanced the program's performance. The TransWarp GS more than halved the time it took to refresh the Apple IIgs screen. The TransWarp GS also cured the dropped-character problem. I believe most AppleWorks users will find the AppleWorks GS word processor acceptable on a TransWarp GS-equipped IIgs.

--Warren Williams

module is fully integrated into the program; you can easily transfer spreadsheet data into word processor documents, data base files, or page layout files. The integration between the spreadsheet and data base lets you use the record selecting and data editing capabilities of the data base module to maintain and manipulate spreadsheet files.

The AppleWorks GS spreadsheet produces attractive business graphs. You select the row and column of the data you want to display in graphic format, select "New Chart" from the Data Menu, indicate whether you want a pie, bar, three dimensional bar, line graph, or scatterplot and the program displays the graph in an AppleWorks GS graphics window. You then use the tools available in the paint module to enhance and modify the graph. The program's graphing module uses only one set of variables for each graph; it cannot produce comparative bar or line graphs. It takes time for AppleWorks GS to create the first graph, but additional graphs appear quickly. The graphic output is attractive and useful.

The Graphics Module

AppleWorks GS features a competent drawing module that will satisfy users who need simple charts and illustrations. The module is a hybrid of "object" and "pixel"-oriented graphics programs, combining features of programs like TopDraw and 816/Paint. Users may use object-oriented tools to create boxes, circles, and lines, then "touch up" the picture with pixel-oriented tools like the brush, eraser, and paint bucket. Parts of drawings that were created with the object-oriented tools can be resized after they are drawn, and print smoothly on high-resolution printers like the LaserWriter.

The decision to combine the two types of tools makes the

Figure 1: Functions Available in the Data Base and Spreadsheet

ASCII value	Exponent	Length of string	Pi	Substring equivalent
Absolute	False	Logarithm: Natural	Position of string	of two numbers
And	Fraction	Logarithm: Base 10	Present value	Sum
Arccosine	Future value	Lower case	Product	Tangent
Arcsine	Infinity	Maximum	Proper upper/lower case	Term of payment
Arctangent	Integer	Minimum	Radians	Today's date
Average	Interest rate of return	Modulo	Random	True
Concatenate	Internal rate of return	Month	Round	Upper case
Cosine	Is NA	Net present value	Sign	Value lookup
Count	Is blank	Not	Sine	Value of a string
Date	Is empty	Null	Square root	Variance
Day	Is error	Numeric value of date	Standard deviation	Weekday
Day of week	Is number	Or	String equivalent of number	Year
Degrees	Is string	Periodic payment		

graphics module more flexible than most drawing programs for the Apple IIGs, but also introduces more complexity. It is difficult to sort out an elaborate drawing.

This module appears best suited to enhance graphs produced from the spreadsheet; to create organizational charts; to produce simple color pictures; or to edit existing artwork from other applications. For that reason, the graphics module can open and save documents in both its own format and in Apple Preferred Format, a standard for Apple IIGs graphic programs. The module can import documents in Paint, PICT, and Screen (320 and 640) formats.

Unfortunately, the graphics module suffers from some bugs. For example, when we tried to use the Shifted-Mouse to draw a closed polygon with 45- and 90-degree angles, the corners of the shape did not meet. This makes it difficult to draw closed shapes with precision because you cannot edit polygons after they are drawn. In addition, the program crashed when we used the Apple IIGs Control Panel to change the screen border color.

Page Layout

The page layout module in AppleWorks GS lets you create multi-column, multi-page documents that include headlines, text from the AppleWorks GS word processor, pictures from the graphics module, reports from the data base, and graphs and tables from the spreadsheet. This module uses a PageMaker-like interface to integrate your work into an attractive publication-quality document.

The page layout module lets you re-size and organize different

objects on a page. You should use the other modules, like the word processor and graphics modules, to develop the text and graphics before placing them on the page.

Notable features of the layout module include master "style" guides which ensure a standard format for multi-page documents; adjustable grid lines; the ability to rotate objects, including text; and easy access to the other AppleWorks GS modules.

Speed and legibility are important when designing pages. The speed of the AppleWorks GS page layout module compares favorably with that of other 16-bit page layout programs. This module is so fast, users can do significant text editing after porting documents into the page layout program.

Legibility is hampered by the resolution of the Apple IIGs, but AppleWorks GS does well given that constraint.

We found few bugs or difficulties with this module; however the program locked our computer twice while we formatted these pages.

In summary, the page layout module in AppleWorks GS compares favorably to other Apple II-compatible products.

Telecommunications

AppleWorks GS offers an easy-to-use, modestly-featured telecommunications module. The mouse-and-menu interface makes the program easy to configure for your hardware. It is compatible with most popular internal or external Hayes-

compatible modems. The program stores telephone numbers and communications parameters in one or more disk files, you can dial the appropriate number and invoke the correct communications setup by selecting the number from a menu or typing the keystroke combination you assign to that number.

Once on-line, the telecommunications module captures everything that comes on the screen. You can use the scroll bar to review an earlier part of your communications session.

The telecommunications module makes it easy to transfer files to other systems. The program supports XModem and YModem error checking protocols and has routines to handle text, binary, and Binary II formatted files. You do not have to convert AppleWorks GS word processor documents into ASCII codes before transmitting the file, AppleWorks GS automatically converts documents to and from ASCII when transmitting and receiving files.

The AppleWorks GS communications module lacks some features that are important for advanced users. For example, the program does not offer terminal emulation; you cannot use this module with computers that expect to communicate with the popular VT-52 or VT-100 terminals. Nor can you write logon scripts or macros that automatically log you onto a remote service, capture your electronic mail, then log you off the system.

Overall, AppleWorks GS' telecommunications module is simple and easy to use. It was a stable module and did not lock up our computer system.

Documentation, Support, and Value

Documentation

The AppleWorks GS package includes two books and two pamphlets that provide more than 700 pages of information. The 16-page *Getting Started* booklet describes how to configure the program for different systems. The useful 8-page *Quick Reference Guide* summarizes the commands available for each module. The 387-page *Users Guide* includes an introductory section and then separate sections for each AppleWorks GS module. The *Users Guide* is not a step-by-step tutorial, but does an excellent job of teaching how to use the different AppleWorks GS modules. The 300-page *Reference Manual* reorganizes the information in the *Users*

Guide and serves as a reference source once you know the program.

The manuals are carefully organized and well written. The *Users Guide* and *Reference Manual* each include a table of contents and a comprehensive index. While there are many pages of text, the organization and writing of the material makes learning the programs undaunting and comfortable.

Unfortunately, the books lack depth where they are needed most; in the more complex operations such as creating graphs and data base reports. In addition, the documentation presents almost no technical information about the program. For example, there is no table showing the limitations of the program (see *Figure 2* for a list of AppleWorks GS' limitations). There is no information about how AppleWorks GS allocates or uses computer memory.

It is obvious that Claris spent considerable time, effort, and money on the documentation. We consider the results "satisfactory".

Bugs and Problems

We experienced numerous problems using AppleWorks GS. The program locked the computer twelve times during the last three days of our testing. On each occasion we lost all work in the open windows and had to reboot the computer. In addition, either the program or the new GS/OS operating system damaged a 5.25-inch data disk catalog. We recovered the files with a file copy routine under an older operating system.

Some modules appear more stable than others. The word processor occasionally left stray characters on the screen and apparently damaged one data file; we lost two paragraphs of text at the end of a document. Flaws in the AppleWorks file importing routine for the spreadsheet module regularly locked up our system. Most functions in the program work properly, but we lost confidence because of the lockups and problems. If you use AppleWorks GS, save your data regularly, and keep extra space available in RAM.

Finally, there are some design problems with AppleWorks GS. For example, once you launch the program, there is no way to format blank disks. Keep a supply of formatted disks available. If you do not have space on a disk, you must either delete files

Figure 2: AppleWorks GS Limits

Max. number of open files	14
Max. file size	*

Word Processor

Number of lines in a document	*
Number of fonts in a document	*
Number of rulers in a document	*
Size of Spelling Dictionary	80,000 words
Size of Thesaurus	470,000 synonyms

Data Base

Number of records in a file	32,000
Number of fields in a record	256
Different field types	Text, Picture, Numeric, Date, Time, Static Text
Number of calculated fields	256
Number of report formats	*
Max. number of characters in a text entry	256 (display limited to 80)
Max. number of categories per report	10

Spreadsheet

Maximum size	999 rows x 675 columns
Usable area	*
Maximum column width	62 characters
Maximum formula size	256 characters (displays only 80 characters)
Maximum number of "If's" in a cell	unlimited; 256 characters max.

*Limited only by memory

from the disk or leave AppleWorks GS, lose all work on the desktop, and return to the Finder to format a new disk.

Unlike AppleWorks, AppleWorks GS does not tell you the size of your available workspace or the size of your files. If you run out of memory, AppleWorks GS announces the condition with a dialog box, but the program gives you no warning that it is almost out of space. Usually you can acknowledge the dialog box, remove files from the desktop, and continue working. Sometimes the program handles an out-of-memory condition with less grace. For example, when we tried to import a large AppleWorks spreadsheet, AppleWorks GS worked for 10-12 minutes to convert the file, then locked up the computer.

Support

Clarix offers unlimited free telephone support for registered users. Our calls were handled promptly and the technical representatives were knowledgeable about the product and

helpful on the telephone. They did not have information about patches or bug fixes, but tried to get accurate reports about the bugs we encountered.

Clarix offers free replacement of defective media for 90 days. After 90 days, each replacement disk costs \$10.

Value

AppleWorks GS lists for \$299 and is available from discount vendors for approximately \$215. Registered owners of AppleWorks 2.0 or 2.1 can purchase AppleWorks GS for \$99 directly from Clarix Corporation. (For more information, see the article entitled "Clarix Announces Upgrade Program" in the November 1988 issue of the *AppleWorks Forum*.) If you have a IIgs and are eligible for the \$99 upgrade, AppleWorks GS represents an exceptional value. We suggest you add the necessary memory to your system, get AppleWorks GS, and begin to experiment with the program.

If you do not qualify for the special upgrade offer, the decision to buy AppleWorks GS is more problematical. Given the hardware upgrades required for most users and the problems with version 1.0, the current version of AppleWorks GS represents a questionable purchase. However, as a full-featured, integrated program, future versions should be an excellent value.

Conclusion

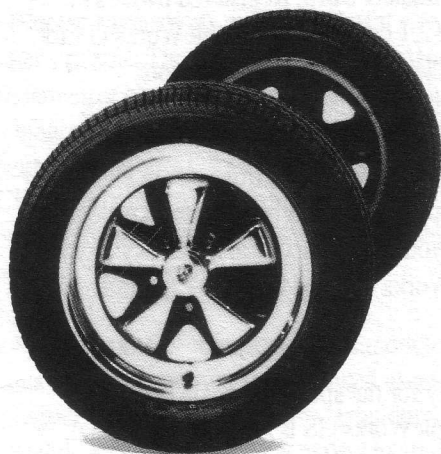
AppleWorks GS has exceptional potential. The program offers a set of powerful modules that can perform the functions individuals and small businesses need. Once this product matures, most IIgs users will want to upgrade their hardware and do their work with AppleWorks GS. We are seeing the beginning of a new working environment for the Apple IIgs computer.

[Clarix Corporation, 440 Clyde Ave., Mountain View, CA 94043; (415) 960-1500]

*We wish all our members a
happy, healthy New Year.*

—The editors and staff:
National AppleWorks Users Group

Some AppleWorks owners still don't have TimeOut!



If you've ever wished you could do more with AppleWorks, like check your spelling lightning fast, print out your files with great looking Macintosh fonts, graph a spreadsheet to get your point across, use your mouse, create a powerful macro to automate your work and save time, print your wide spreadsheets sideways so they'll fit on the page, copy files and disks, use really powerful desk accessories, and do it all without ever having to leave AppleWorks, then you need one or more of our original TimeOut products—QuickSpell, SuperFonts, Graph, UltraMacros, SideSpread, FileMaster and DeskTools.

These widely acclaimed AppleWorks add-ons aren't like add-ons at all. They are integrated so well with AppleWorks they seem built-in—like they have always been there. You can access them instantly from inside AppleWorks. And they're easy to use.

And now the only *real* AppleWorks add-ons just added more members to the family.

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NEW **PowerPack** (inCider Editor's Choice-August 1988) includes Triple Desktop, Triple Clipboard, Program Selector, Line Sorter, Help Screens, File Librarian, Desktop Sorter, Category Search, AWP to TXT and ASCII Values. (\$49.95)

NEW **DeskTools II** includes Calculator Plus, Area Code Finder, Measurements, Directree, Printer Manager, Screen Printer, Stop Watch, Clipboard Viewer, Disk Tester, File Search and more. (\$49.95)

NEW **MacroTools** includes Macro Debugger, Task Launcher, Menu Maker, Token Chart, File Stats and tons of new macros for UltraMacros. (\$25.00)

NEW **Paint**, a bonus pull-down menu graphics program (\$49.95 value) that we've recently added to SuperFonts and Graph, includes lots of tools and it works with Hi-Res, Double Hi-Res and Print Shop pictures. (To upgrade your SuperFonts or Graph send us your original disk and \$20.00 + \$3.50 s/h.)

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Task Files: What They Are and How to Use Them

by Mark Munz

This is the fifth article in a series designed to help you use TimeOut UltraMacros. In this article Mark Munz describes how to use task files. The author assumes you understand the concepts covered in the previous articles in this series.

The first four articles in this series describe how to write, edit, and compile macros, and how to customize the macros built into UltraMacros. By now, you probably have developed several macros to help with your work.

Last month, I described how to use the word processor to store macro sets. In that article I suggest that you store each macro set in a separate word processor document. That is an easy but inefficient way to manage different sets of macros. Every time you want to change between macro sets, you must bring the appropriate word processor file onto the desktop and compile the macros stored in that file. For example, you might create a special set of macros to help you manage a complex spreadsheet. Obviously, it is not efficient to compile the word processor file containing the spreadsheet macros every time you want to use that spreadsheet. In addition, you must re-compile the standard macro set when you return to other AppleWorks activities.

While it is logical to structure macros into customized macro sets, the need to repeatedly compile each set of macros discourages this type of organization.

Task Files

Fortunately, UltraMacros gives you a way to compile macro sets once and store the compiled macros for future use. That is the role of a "task file". A task file contains the compiled version of a set of macros.

Task files are an efficient way to store different macro sets. First, they occupy less disk space than the word processor file used to create the macro set. Second, they let you load macro sets into UltraMacros without forcing you to constantly re-compile a word processor file. Task files allow a smooth transition between different sets of macros.

You should understand task files even if you never develop personalized sets of macros. Commercial UltraMacros enhancements often supply macros in task file format. In addition, the programmers of these products expect to find your default macro set on disk as a task file.

How to Convert a Macro Set into a Task File

As I explained in earlier articles in this series, only one set of macros can be active at a time. Each time you load a new macro set into UltraMacros you replace the current set of macros. When you want to return to your standard set of macros you must re-compile those macros from the word processor document in which they are stored.

Here is an exercise that has two purposes: First, it shows you how to convert a set of macros into a task file. Second, this exercise creates a task file that contains your standard macro set. When you complete this exercise you will be able to load this task file directly into UltraMacros. That lets you avoid re-compiling the macros whenever you want to replace the current macro set with your standard macros.

Macro Primer...

Proceed as follows:

1. Boot a copy of UltraMacros-enhanced AppleWorks. The default set of macros will automatically load from disk and become the current set.
2. Enter an Open-Apple-Escape to call the Time-Out Menu and select "Macro Options".
3. Select choice #2 on the Macro Options screen, "Create a Task File".
4. UltraMacros now requests a name for the task file. Most commercial macros try to restore your standard macro set by looking for a task file called "DEFAULT.MACROS", therefore you should assign that name to this task file; it contains your customized set of default macros.

(Task files follow the same naming conventions as any ProDOS file; they must start with a letter, can be up to 15 characters long, and cannot contain spaces or punctuation marks other than a period. In addition, task files cannot start with the letters "ULTRA".)

The Macro Options module now saves the current set of macros as a task file. UltraMacros stores that file on the disk or subdirectory that contains the file ULTRA.SYSTEM. It will prompt users of 5.25-inch disks to replace their AppleWorks Program Disk with the Startup Disk. UltraMacros then displays the pathname of the new task file.

Your UltraMacros-enhanced AppleWorks program is unchanged by this process; it still contains your customized set of default macros as the current set. However, you now saved a binary file containing a compiled version of those macros on your AppleWorks Startup Disk. In the future, you can re-install that file as your current macro set without using UltraMacros' Macro Compiler.

Using Your New Task File

Now we will simulate a macro programming session. In this exercise you will create and compile a simple macro, thus replacing your default macro set. Then you will use the DEFAULT.MACROS task file to restore your standard set of macros. Proceed as follows:

1. Create a new word processor document and enter the following macro:

```
start
N:<awp>
This is a macro<rtn>!
```

This macro types the sentence "This is a macro".

2. Compile the macro.
3. Create a new word processor document and press Solid-Apple-N. The text "This is a macro" will appear in the document. This demonstrates that your customized macro set was replaced by the new Solid-Apple-N macro.

Now use the DEFAULT.MACROS task file to restore the standard set of macros. Proceed as follows:

1. Issue an Apple-Escape and select Macro Options from the TimeOut Menu.
2. Choose "Load a Task File" from the Macro Options Menu and select the file "DEFAULT.MACROS". This replaces the current macro set which contains only the Solid-Apple-N macro with your standard macros.
3. Press the Escape Key to return to AppleWorks.
4. Issue a Solid-Apple-N and your name appears in the word processor document. Your standard macro set, incorporated in the task file DEFAULT.MACROS, is now active. *[Ed: If the name "Heather Brandt" appears, you should review the Macro Primer article in the December 1988 issue of the AppleWorks Forum and customize the default macro set that comes with UltraMacros.]*

Special Qualities of Task Files

You probably know that ProDOS attaches a three-letter identifier to the disk catalog entry for every file. Text-only (ASCII) files are labelled "TXT", data base files are labelled "ADB", and AppleWorks spreadsheet files are labelled "ASP".

System files get the label "SYS" and are special; they can be "launched" just like AppleWorks. "APLWORKS.SYS" and "ULTRA.SYSTEM" are

two examples of "SYS" files. Task files are also "SYS" files. Thus, task files appear in the list of files presented by program selectors, such as Bird's Better Bye or Squirt. You can also open task files directly from the Apple IIGS Finder. In addition, task files can be loaded and run before you start AppleWorks.

These attributes add power to task files. For example:

1. You can decide which macro set will be active when you boot AppleWorks by launching the task file that holds the set you want. You do not have to start with the default set and then manually load a custom macro set.
2. A task file can hold macros that instruct AppleWorks to automatically load one or more files onto the desktop.
3. You can write a macro that loads selected files into AppleWorks, automatically updates each file, prints a report, then exits AppleWorks.

I will present examples of these features later in this article.

The Structure of Task Files

These three characteristics of task files place constraints on the structure of the word processor file you use to create a task file. Specifically, the first two macros listed in a task file carry special meaning, depending on the way you run the task file.

If you use a program selector or the Apple IIGS Finder to launch a task file from outside AppleWorks, UltraMacros automatically executes the first macro in the task file. Alternatively, UltraMacros executes the second macro in the task file when the file is loaded from within AppleWorks. UltraMacros executes one of the first two macros every time you load a task file.

If you do not want to execute a macro when you load a task file, you can put two "dummy" macros at the beginning of the word processor file holding the macro code. The dummy macros do not perform any function other than to occupy space.

However, rather than constructing dummy macros, consider starting your task file with macros similar

Figure 1: First Two Macros from the Default Set

```
start

<ba-]>:<all><rtn rtn ba->]!

<ba->:<all><msg
' Default macros installed. '>!
```

to those built into the UltraMacros default set. *Figure 1* depicts the beginning of that file. You can convert the UltraMacros default macro set into a task file because it includes two macros which let you launch the task file containing the default macros from within or outside of AppleWorks. If you launch the default macro set task file with a program selector or with the Apple IIGS Finder, UltraMacros runs the macro "Both-Apple-]" and displays "Default Macro Set Installed". If you launch the task file from within AppleWorks, UltraMacros runs the second macro, "Both-Apples-[". That macro exits the Macro Options menu and displays the same message.

How to Use a Task File to Organize Your Work

Now that you know how to construct a task file, the following example demonstrates how to use these files.

Imagine that you are a teacher who uses AppleWorks to generate a mid-semester report for each student. You normally prepare these reports by booting up AppleWorks and loading four files onto the desktop: a data base file with the students' names and addresses, a gradebook template which shows students' mid-semester grades, an attendance spreadsheet, and a form letter with mail-merge areas.

You can use a task file to automate the loading of the files. Examine the sample macro in *Figure 2*.

Opening this task file from the Apple IIGS Finder or a program selector automatically invokes the first macro (Both-Apples-]). This macro pages through the AppleWorks startup screens and calls the main macro, Both-Apples-*

Figure 2: Sample Task File

This figure depicts three macros that load four files onto the AppleWorks desktop. These macros use advanced techniques not yet described in the series. These macros assume you have a 3.5-inch or hard disk drive and an Apple IIGS or a clock card. Future Macro Primer articles describe the procedures used in this example.

```
<ba-]>:<all:rtn:rtn:rtn:rtn:goto ba-*>!
```

This macro runs when you launch the task file from outside AppleWorks.

```
<ba-[>:<all:oa-Q:Esc:rtn:rtn:goto ba-*>!
```

This macro runs when you launch the task file from within AppleWorks.

```
<ba-*>:<all:
  $O="Report.Merge":find:right:
  $O="Students":find:right:
  $O="Attendance":find:right:
  $O="Grades":find:right:
  rtn:oa-esc:
  $O="Macro Options":find:rtn:rtn:
  $O="Default.Macros":find:rtn>!
```

This is the main macro, which is called by the first two macros. It loads the required files onto the AppleWorks desktop in the same order as they appear in the Add Files Menu, then restores the default set of macros from disk.

Alternatively, if you load the task file from within AppleWorks, UltraMacros runs the second macro, Both-Apples-[. This macro returns you to AppleWorks' Main Menu and invokes the main macro.

The main macro, Both-Apples-*, loads the four AppleWorks files onto the desktop and loads the task file DEFAULT.MACROS into memory. You are now in AppleWorks with four files on the desktop with the default macro set available for use.

Of course you can expand the role of this task file by enhancing it with custom macros for the grade-book files. For example, you can add macros which automate the printing, updating, and other manual operations that move data between files.

Summary

In summary, creating a new task file is a three-step process:

1. Create a word processor document listing the macro set you want to use in the task file.
2. Use the Macro Compiler to compile the macro set and store the compiled macros in memory; they become the current set.
3. Invoke Macro Options and create a new task file which contains the current set of macros.

You can use any task file either by "launching" that file before you enter AppleWorks or by making that file active by going to the Macro Options Menu when you invoke TimeOut from within AppleWorks.

You should now understand the purpose of task files and know how to create those files. You can use these skills to create your own task files and to manage task files available on commercial macro products. Future articles in this series will describe the programming language within AppleWorks so you can write more powerful macros and task files.

[Mark Munz, author of Late Nite Patches, SoftWorks, and several macros on the MacroTools disk, is the AppleWorks SIG leader for Northwest Apple Pickers, in Tacoma, Washington.]

NAUG BBS Receives 15,000th Call

Robert Oliver, of Ypsilanti (MI) was the 15,000th caller to the Electronic Forum, NAUG's electronic bulletin board. Mr. Oliver will receive a one-year extension to his NAUG membership. Call the Electronic Forum at (313) 482-8090 (300 to 2400 baud). A+ Magazine recently named NAUG's BBS the most important AppleWorks bulletin board in the country.

New Disks Added to NAUG's Public Domain Library

by John Denzer

NAUG continues to add AppleWorks enhancements and templates to its collection of disks in the Public Domain Library. NAUG recently added the following disks to the library:

AppleWorks Printer Codes Editor

The AppleWorks Printer Codes Editor, written by Nevin Diener and submitted by Bill Perlin, lets you edit the file SEG.PR on the AppleWorks Program Disk.

You can use the AppleWorks Printer Codes editor to enter codes for a custom printer or to change the codes for any printer on the AppleWorks Printer Menu. For example, if you use an Epson-compatible printer, you can replace the code for Subscript Begin with "Escape 4" and the command Subscript End with "Escape 5". Then Subscript Begin starts italic printing and Subscript End turns off italics.

The AppleWorks Printer Codes Editor is an easy-to-use, menu-driven program and includes documentation on the disk. Beginners should refer to the Printer Primer articles on installing custom printers and printing italics published in the August through October 1986 issues of the *AppleWorks Forum* and reprinted in *The AppleWorks Handbook: Volume One*.

The AppleWorks Printer Codes editor is compatible with AppleWorks 1.2 and later, including AppleWorks 2.1. The disk includes ProDOS 8, version 1.6, enhanced with Bird's Better Bye program selector. [Ed: The 1989 NAUG Public Domain Catalog states that this disk does not work with AppleWorks 2.1. The program was recently updated by Mr. Diener and is now AppleWorks 2.1-compatible.]

AppleWorks 2.1 Printer Patch

The AppleWorks 2.1 Printer Patch Disk enhances AppleWorks so you can use features available from your printer but not supported by the program. Enhanced copies of AppleWorks can generate 13 characters per inch output on ImageWriter I and II printers. ImageWriter II printers can generate true superscripts, subscripts, and color output. Epson printers can produce italic characters and 20 cpi output. The disk, developed by NAUG member Bruce Shanker, also adds a "disk printer" to the AppleWorks Printer Menu so you can prepare formatted files to transfer to an electronic mail service. The disk includes ProDOS 8, version 1.6, enhanced with Bird's Better Bye program selector.

Dr. Schultz Disk Updated

The Dr. Schultz Disk lets you add up to three custom printers to a single AppleWorks Program Disk. This disk was just updated and is now compatible with AppleWorks versions 1.2 through 2.1. The program was developed by Dr. Garth Schultz, of Kalamazoo, Michigan, and was described in the April 1987 issue of the *AppleWorks Forum*. Step-by-step directions for its use appeared in the May 1987 issue. [Ed: The 1989 NAUG Public Domain Catalog states that this disk does not work with AppleWorks 2.1. The program was recently updated by Dr. Shultz and is now AppleWorks 2.1-compatible.]

Columnist

Columnist lets you format AppleWorks word processor files into two-column documents. You may specify left and right margins, the distance between columns, and justification options.

Public Domain Library...

Columnist is "shareware"; the program's author, Karl Bunker, requests a donation of \$5 if you use the program. The disk includes documentation for Columnist, and ProDOS 8 version 1.6 enhanced with Bird's Better Bye program selector.

Encryptor

Encryptor lets you password-protect sensitive files from other users; users must know the password to access the file. Encryptor is "shareware"; the program's author, Karl Bunker, requests a donation of \$5 if you use the program. The disk includes documentation for Encryptor, and ProDOS 8 version 1.6 enhanced with Bird's Better Bye program selector.

AppleWorks to Macintosh Conversion Disk

This disk contains programs that help you convert AppleWorks files for use with a Macintosh computer. The disk includes Apple File Exchange, the Works-to-Works translator program, Macify, and Add/Strip. The disk, submitted to the NAUG Public Domain Library by William Marriott, includes documentation and help files for each program. This is a 3.5-inch Macintosh disk, and requires a Macintosh computer with one megabyte of memory and two disk drives or a hard disk. An article describing how to use these programs appeared in the November 1988 issue of the *AppleWorks Forum*. (This 3.5-inch disk costs \$6.)

Resources for AppleWorks: Education 1 & 2

This disk includes AppleWorks word processor, data base, and spreadsheet files for educators. The files were collected by Lee Hayward, founder of Resources for AppleWorks.

Apple System Software

NAUG recently added system software disks to the Public Domain Library for users who want to update their Apple II system disks. These disks include (1) DOS 3.3 System Master (no longer available from Apple Computer), (2) ProDOS 8 version 1.7, and (3) the new Apple IIGS System 4.0 (GS/OS). GS/OS consists of two 3.5-inch disks and costs \$12.

New Fonts Disks

NAUG recently added Fonts Disks 10 and 11 to the Public Domain Library. The fonts on these disks work with SuperFonts-enhanced AppleWorks on all Apple II computers and with AppleWorks GS on the Apple IIGs. (See the 1989 edition of NAUG's Public Domain Catalog for a list of the fonts on these disks.)

These disks were submitted to the NAUG Public Domain Library by Richard Melpignano. See the "Letters to NAUG" section in the December 1988 issue of the *AppleWorks Forum* for information about how to use these disks and how to get printed copies of each font.

Reference Cards Disk

NAUG's Reference Cards Disk, developed by Roger Engle, produces helpful 5" x 8" and 8.5" x 11" reference cards for 57 Apple II hardware and software products. The reference cards contain command summaries for AppleWorks, Grappler interface cards, Apple Assembly language, the NAUG BBS, Point-to-Point, Bag of Tricks, and other software packages. A list of all 57 cards appears in the 1989 NAUG Public Domain Catalog.

New Public Domain Catalog

NAUG recently released the 1989 edition of its Public Domain Catalog. This catalog lists the hundreds of AppleWorks-compatible templates and utility programs available from the NAUG Public Domain Library. The catalog costs \$5 and includes a \$2 discount on your first order of Public Domain disks. Unless noted otherwise, each Public Domain disk costs \$5, plus \$2 per order for shipping and handling. Foreign shipping, \$2 additional. Send your order to NAUG, Box 87453, Canton, MI 48187.

[John Denzer is a teacher in the Hartland (MI) Public Schools and is NAUG's Public Domain Librarian.]

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Applied Engineering Update

New Apple IIGS Speed-up Card

Applied Engineering recently announced the availability of the TransWarp GS card. According to the company, the TransWarp GS increases the speed of an Apple IIGS by 200-250% when compared to a standard Apple IIGS running in "fast" mode.

In a typical installation, the user will insert the card in slots 3 or 4 in the Apple IIGS, remove the 65816 microprocessor from the computer's motherboard, and insert a plug from the TransWarp GS into the now-empty processor socket. The product comes with a Classic Desk Accessory that controls the speed of the card.

As of this date, NAUG has not tested this product with AppleWorks. However, Tom Milks, Applied Engineering's Director of Marketing, indicates that a TransWarp GS-equipped computer runs AppleWorks approximately twice as fast as a standard Apple IIGS, IIc Plus, or accelerator-equipped IIe or IIc. That suggests a Transwarp GS-equipped IIGS will run AppleWorks about seven times faster than a standard Apple IIe or Apple IIc.

The product will be available in limited quantities in January and has a list price of \$399.

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Late Nite Patches: Useful AppleWorks Patches and More

by Gary P. Armour

Did you ever wish you could forget about pathnames when you load text files into the AppleWorks word processor? Now your wish has been granted with the release of Mark Munz's "Late Nite Patches", a collection of enhancements that adds this and other features to AppleWorks.

Late Nite Patches includes eleven patches that enhance versions 2.0 or 2.1 of AppleWorks. The patches are compatible with the Pinpoint Desk Accessories, the TimeOut series, and the desktop expansion software from Applied Engineering and Checkmate Technology.

The Late Nite Patches disk also includes three new TimeOut modules and a collection of useful macros that work with TimeOut UltraMacros.

How to Use Late Nite Patches

No printed documentation accompanies the Late Nite Patches disk; all necessary documentation is included as an AppleWorks file on the disk. You should start learning about Late Nite Patches either by reading the documentation directly from the disk or by booting up AppleWorks, inserting the Late Nite Patches disk as if it were an AppleWorks data disk, and loading the files LNP.NOTES and DIR.DOCS onto the AppleWorks desktop. Those files explain the patches and describe how to use the TimeOut Directory Manager (one of the TimeOut modules included on the disk).

After reviewing the documentation, boot your computer with the Late Nite Patches disk and you are ready to start installing patches in a copy of AppleWorks. *Figure 1A* depicts Late Nite Patches' AppleWorks-style menu that appears on your

screen. The menus make it easy to install or remove the patches on your copy of AppleWorks.

The patches are independent of each other; you can install any combination of patches. Here is a description of each patch:

Text Loader: Lets you load text files into new AppleWorks word processor documents by selecting the file you want to load from a list of the text files on your data disk. Once you install this patch, AppleWorks no longer asks for a pathname when you indicate you want to create a new word processor document from a text file on the disk. Instead, AppleWorks presents a list of all

text files on the disk and lets you select a file by moving a highlight through the list of text files.

Figure 1B depicts the screen that appears when you use a Text Loader-enhanced copy of AppleWorks.

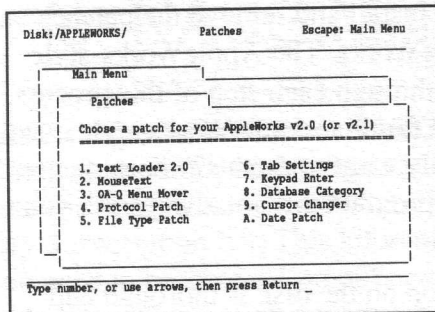
Text Loader is my favorite patch on the disk and is a significant enhancement to AppleWorks for those of us who use text files extensively.

Open-Apple-Q Menu Mover: Lets you reposition the Desktop Menu on the AppleWorks screen.

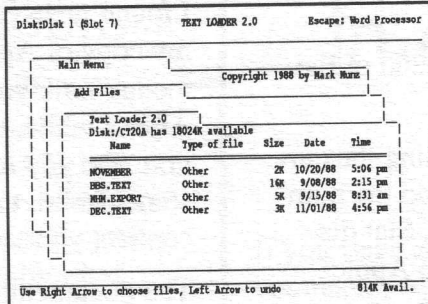
MouseText: Lets you add MouseText characters to some AppleWorks screens. Specifically, (1) MouseText enhances the AppleWorks Desktop Menu, (2) it substitutes a picture of a folder for the words "subdirectory" or "path" when they occur at the top of the screen, (3) it substitutes a disk sym-

***I consider the
Text Loader
patch alone to
be worth the
cost of the
disk.***

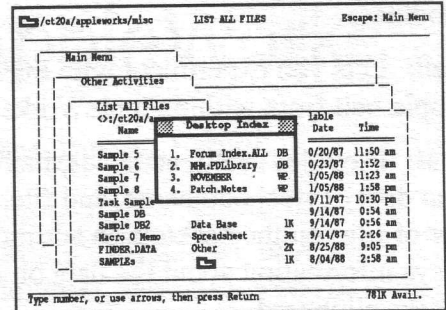
Figure 1: Screens from Late Nite Patches and Customized AppleWorks



A: Late Nite Patches Main Menu



B: Text Loader Enhancement



C: Cosmetic Changes to AppleWorks (in Bold)

bol for the words “disk” or “disk volume” at the top of the screen, and (4) it substitutes a check mark for the arrow when you choose files from a list.

Figure 1C depicts the AppleWorks Desktop Menu on a MouseText-patched copy of AppleWorks.

You can install any or all of the MouseText enhancements. MouseText-enhanced AppleWorks requires an enhanced IIe, IIfx, or IIGs.

Protocol Patch: This patch forces AppleWorks to follow the standard Apple memory protocol when looking at Slot 3 RAM disks. (AppleWorks normally turns this RAM disk feature off.)

The AppleWorks enhancement software that comes with these memory cards automatically corrects this protocol problem. If you enhanced your copy of AppleWorks with the desktop expansion software, you do not need the Protocol Patch. This patch is useful if you (1) have a RamWorks or Checkmate card, (2) want to configure the memory card as a RAM disk, and (3) want to be able to run copies of AppleWorks that are not enhanced with the desktop expansion software that came with the card.

Bell Changer: Lets you change the pitch, duration and delay of the AppleWorks warning buzz.

Filetype Patch: Lets you change the filetype designator on the disk catalog. You can use this patch to hide non-system files from the list of files that appear on the screen when you use a program

selector like Prosel, Bird’s Better Bye, or Squirt. This patch is particularly useful for organizations that must configure AppleWorks for multiple users who have limited computer experience.

Tab Settings: Lets you change the AppleWorks “pattern” for default tab settings in the word processor to one which may better suit your needs. Unfortunately, the way AppleWorks implements the repeating pattern “-----|” on the tab line at the top of the screen allows little flexibility when changing this default. I did not find this patch very helpful.

Keypad Enter Patch: This patch modifies the AppleWorks spreadsheet module so the Enter Key on the IIGs numeric keypad functions like a Down Arrow Key. This patch lets you avoid fumbling for the Down Arrow Key every time you make an entry in a spreadsheet.

Data Base Category: Lets you change the default name for the first category in any new data base from “Category 1” to any other text string. I used this patch to eliminate “Category 1”. Now when I create a new data base, I can enter the name for the first category without having to use Apple-Y to delete the default category name.

Cursor Changer: Lets you change the AppleWorks inserting and editing cursors to any MouseText characters you choose.

Date Patch: Replaces the “Apple-? for Help” message in the lower right-hand corner of the AppleWorks screen with the current date.

AppleWorks Add-Ons...

TimeOut Modules

Late Nite Patches also includes three TimeOut modules:

Bell: Lets you experiment with the sound of the Apple bell from within AppleWorks.

Stat: Provides useful statistics, including the current disk device, pathname, and file, and the number of files on the desktop. In addition, Stat displays information about the data on the AppleWorks clipboard.

Directory Manager: Helps you keep track of up to 12 pathnames (one for each desktop file) and "remembers" the source of each file. This is a useful application if you keep many files on your desktop from different disks, modify those files, and want to store the modified files on the appropriate disks.

UltraMacros Macros

Finally, the Late Nite Patches disk includes three macros that enhance AppleWorks. You need TimeOut UltraMacros to use these macros.

Many Text Macro: Works with the Text Loader patch to let you load up to nine text files at one time.

Macrotized: Speeds up data disk selection if you use a specific disk/path location repeatedly.

Dir Macros: Speeds up the TimeOut Directory Manager described above.

Evaluation

Some of the patches on the Late Nite Patches disk are useful, others are trivial. After trying out all the patches, I personalized my copy of AppleWorks with my favorites: Text Loader, Open-Apple-Q Menu Mover, some of the MouseText enhancements, Bell Changer, Filetype Patch, and the Data Base Category patch.

I rate the overall quality of the patches as very good and consider the Text Loader patch alone to be worth the cost of the disk. The TimeOut Directory Manager is also a useful enhancement for AppleWorks users who keep many files on their desktop. The other items may be useful to you, but

I think of them as a bonus and not as significant enhancements to AppleWorks.

I found it easy to install and remove the patches on my copy of AppleWorks. The AppleWorks-style menus walk you through each step of this process. After a while, the familiar AppleWorks-style question "Do you really want to do this?" became tiresome; I wish the program did not always ask you to confirm your actions.

The documentation on the disk is thorough and helps the user evaluate each feature before choosing the ones to install on AppleWorks. I found it particularly helpful to have a printed copy of the documentation handy so I could refer to the text as I installed the patches on my disk.

Quality of Support

JEM Software, publisher of Late Nite Patches, is owned by Randy Brandt, author of PatchMania, PathFinder, UltraMacros and many other TimeOut enhancements. Although no telephone number is given on the disk, I wrote Brandt at the JEM Software address and received a call back from him within a few days. I believe that Brandt's support will be of the same high quality he provides other JEM products.

Conclusion

Late Nite Patches does not revolutionize AppleWorks and would hardly be appreciated by AppleWorks beginners. However, serious AppleWorks users should find Late Nite Patches useful and interesting. The disk gives you the opportunity to further customize your own copy of AppleWorks. The disk is an excellent value and is a worthwhile addition to one's collection of AppleWorks accessories.

[Late Nite Patches costs \$21.95 from Jem Software, Box 20920, El Cajon, California 92021. Version 2.0 is current.]

[Gary Armour, an air traffic controller, lives in Littleton, Colorado.]

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Save Keystrokes in AppleWorks

by James Smith

If you issue an Apple-C, Apple-M, or Apple-P command, AppleWorks presents a menu of choices at the bottom of the screen. For example, issue the Apple-C command and you can choose between "Within a Document", "To clipboard", and "From clipboard". Have you ever noticed that each choice starts with a different letter?

AppleWorks always gives you two ways to indicate a choice when you work with these horizontal menus:

1. Use the Arrow Key to highlight your choice and then press the Return Key, or
2. Press the first letter of your choice. You do not need to press the Return Key; the action occurs as soon as you type the letter.

You can save hundreds of keystrokes during your many hours with AppleWorks by pressing the first letter of your choice instead of using the arrow keys to move the highlight. ■

[James Smith is the Technical and Support Services Coordinator for the National AppleWorks Users Group.]

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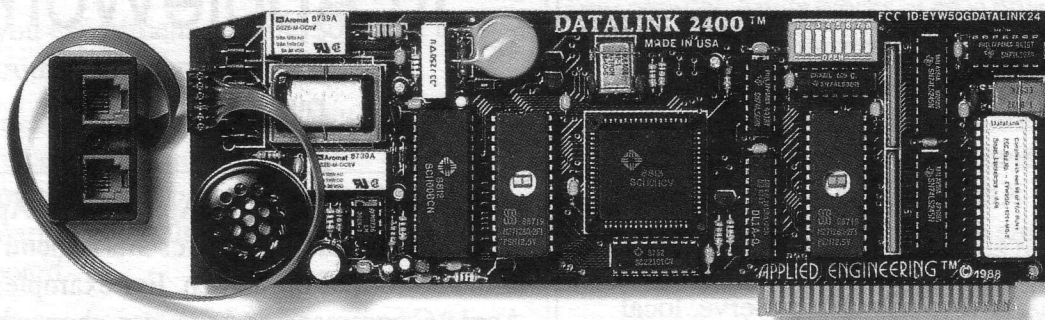
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Trackstar E (for IBM AT) List: \$445/Your cost: \$349.95. Trackstar Plus (for IBM Models 25 & 30) List: \$445/Your cost: \$349.95. S/H: \$5. MasterCard/Visa/AMEX at no extra charge. AeroData Computer Services; 49371 I-94 Service Dr. South; Belleville, MI 48111; (313) 697-4114.

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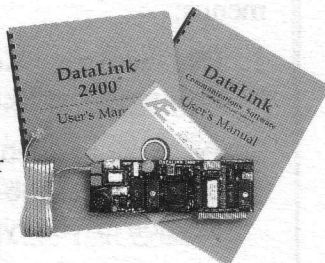


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How to Get Help with AppleWorks-Compatible Software

by William Marriott

Each month, the *AppleWorks Forum* lists the member-volunteers who offer technical support for AppleWorks products. This month's list identifies the volunteers who can answer questions about AppleWorks-compatible software. Next month's issue will contain a list of members who offer help with applications of AppleWorks and Apple IIGS-specific questions.

Software Add-Ons

How to Use This List

Use this month's list to find help with AppleWorks-compatible enhancement software. To the left of each volunteer's name is one or more numbers indicating the enhancements that consultant supports. Volunteers are listed alphabetically by state.

- | | |
|----------------|-----------------------|
| 1 = 1040Works | 6 = ReportWorks |
| 2 = AutoWorks | 7 = RAMUP |
| 3 = GraphWorks | 8 = SchoolWorks |
| 4 = ThinkWorks | 9 = Sensible Grammar |
| 5 = MegaWorks | 10 = Sensible Speller |

Alabama

- 5 Rebecca Cathey
Eutaw AL
205/ 372-3581 M-F 5pm-9pm;
S-S Noon-10pm
- 5,7 Tiny Laster
Tuskegee AL
205/ 727-8855 M-F 9am-6pm
205/ 727-5466 Daily 9pm-Midnight

California

- 2,4,7,8,9,10 Robert Demmon
Coronado CA
619/ 435-0554 M-F 3pm-10pm;
S-S 9am-10pm
619/ 435-0520 M-F 3pm-10pm;
S-S 9am-10pm

- 1,2,7 Terry Higgins
Hayward CA
415/ 887-7499 Daily 8am-11pm answ mach
- 7,10 Berenice Maltby
Corona del Mar CA
714/ 640-7369 9am-9pm
- 2 Will Nelken
San Rafael CA
415/ 456-1798 M-F 10am-3pm
415/ 459-0845 M 3pm-9pm;
Sat 10am-10pm
- 2,7 Jim Pennington
Long Beach CA
213/ 420-8629 24-hr. answ mach

Colorado

- 2 Lyle Graff
Littleton CO
303/ 977-4557 M-F 8am-3pm
303/ 794-5970 M-F 6pm-9pm;
Sat Noon-9pm

Connecticut

- 5 John R. Robinson
Niantic CT
203/ 739-7435 Daily 9:30am-2pm
- 7,9,10 Emery Roth
Washington CT
203/ 868-7118 Daily 3pm-8:30pm
- 9 Newton Shaffer
Gales Ferry CT
203/ 464-9716 Daily 4pm-11pm

Florida

- 1,6 John Andrianoff
Ft. Pierce FL
305/ 466-6653 School Days
3:30pm-8:30pm;
Other Days Noon-8pm
- 2 Thomas Stanius
Opa Locka FL
305/ 375-2095 ext. 8691 M-F 8am-5pm
305/ 624-6162 M-F 6pm-Midnight;
S-S 10am-10pm

Illinois

- 9,10 Sharon De Kirmandjian
Libertyville IL
312/ 680-1974 M-F, 2pm-10pm

Software Add-Ons...

- 9,10 Dennis Riche
St. Charles IL
312/ 377-4829 School Hours
- 10 Walter Schillinger
Oak Park IL
312/ 386-2278 M-F 5pm-6:30pm
312/ 451-3000 Daily 8am-10am;
2:30pm-3:30pm

Indiana

- 5 Stanley Boler
Knightstown IN
317/ 345-5663 M-F 5pm-11pm

Iowa

- 4 Dan York
Marion IA
319/ 373-1883 M-F 5pm-10pm;
S-S 10am-10pm
319/ 373-2083 M-F 5pm-10pm

Kansas

- 9,10 Jan Laughlin
Mapleton KS
316/ 743-3441 Daily 9am-4pm

Maryland

- 1,3,4,5,6,9,10 Ronald Romanowicz
Glencoe MD
301/ 472-4800 Daily 8am-4pm
301/ 472-2983 Daily 4pm-11pm
- 7,9,10 Michael Spurrier
Baltimore MD
301/ 298-0263 S-S 6pm-11pm
301/ 955-5938 School days 11am-1pm

Michigan

- 5 Dawn Andrews
Muskegon MI
616/ 755-4308 M-F 4pm-10pm
- 7 Joe Connelly
Livonia MI
313/ 421-8729 M-F 9am-9pm
- 10 Jane Harris
Grand Rapids MI
616/ 458-2653 Sat Noon-11pm;
Sun 10am-11pm
- 2 Lynn Leininger
Monroe MI
313/ 241-4021 M-F 4pm-10pm;
S-S 10am-10pm
- 1 Bill Neef
Grass Lake MI
517/ 522-4689 Daily 8am-10pm
- 10 J. O'Connor
Rochester MI
313/ 853-1260 Daily 10am-9pm
- 2,7,9,10 Quality Computers
Grosse Pointe MI
313/ 885-4270 Daily 9am-5pm
313/ 885-4215 Daily 9am-5pm
- 7,9 Mike Robinson
Royal Oak MI
313/ 585-5027 M-F 6pm-10pm;
S-S 10am-10pm
- 10 Pete Ross
Wayne MI
313/ 728-8720 answ mach

- 7 Brian Theil
Taylor MI
313/ 287-4608 M-F 6pm-10pm;
S-S 10am-10pm

- 1 Richard Zajac
Mt. Clemens MI
313/ 465-2615 M-F 6pm-11pm;
S-S 8am-11pm
313/ 465-5040 answ mach

- 2,9,10 Keith Zook
Grosse Ile MI
313/ 675-1550 Daily 8am-4pm

Minnesota

- 7 James Hirsch
Coon Rapids MN
612/ 755-8082 M-F 6pm-10pm
612/ 755-8220 M-F 7:30am-4pm
- 1,10 Dick Kenfield
Hopkins MN
612/ 938-4382 M-F 4pm-9pm; S-S all day
- 9 Penelope Krosch
Stillwater MN
612/ 436-5405 M-F 6pm-10pm;
S-S 10am-5pm

Missouri

- 4,9,10 Whit Crowley
Manchester MO
314/ 394-7955 M-F 6pm-9pm;
S-S 10am-6pm
- 6 Lynn Leopard
Chillicothe MO
816/ 646-0702 M-F 8am-8:30am,
2:30pm-3:30pm
816/ 646-4196 Daily 5pm-9pm

Nebraska

- 2,9,10 Larry B. McEwen
Hastings NE
402/ 463-1387 M-F 8am-4pm
402/ 463-2267 Daily 5pm-9pm

New Jersey

- 5 Edwin C. Doe
Pt. Pleasant NJ
201/ 528-6349 8am-11pm ans. serv.
- 5 Matthew Jones
Neptune NJ
201/ 774-0983 M-F 6pm-8pm
- 9,10 Linda Nixon
Chatham NJ
201/ 635-0973 M-F 5pm-9pm;
S-S 11am-5pm
- 7 David Jay Scott
Wall NJ
201/ 681-0600 Daily 6pm-10pm

New York

- 2,3,6,7 Bob Beer
Coram NY
516/ 928-6870 Daily 6pm-9pm
- 5,9,10 Michael Bice
Garden City NY
516/ 741-7800 ext. 219 M-F 7:30am-2:30pm
- 2 Sister Mary Gregory
Watertown NY
315/ 782-3460 M-F 3pm-9pm
315/ 788-4670 Daily 2pm-3pm

Codes

- 1 = 1040Works
2 = AutoWorks
3 = GraphWorks
4 = ThinkWorks
5 = MegaWorks
6 = ReportWorks
7 = RAMUP
8 = SchoolWorks
9 = Sensible Grammar
10 = Sensible Speller

- 2,7,9,10 Don Menges
Rochester NY
716/ 544-9398 Daily 8pm-11pm

- 7 Harold S. Miller
Ozone Park NY
718/ 641-5208 Daily 10am-5pm;
M-F 7pm-9pm

- 2,10 Ken Silvo
Rochester NY
716/ 244-1912 M-F 4pm-10pm;
S-S 10am-10pm

- 2 Walter Taylor
W. Henrietta NY
716/ 263-7700 ext. 269 M-F 8am-5pm
716/ 359-2857 Other Times

Ohio

- 6,7 Mark Ball
Paris OH
216/ 862-3277 M-F 6pm-10pm
216/ 627-7606 M-F 8am-3pm

- 7 Mark Elliot
Hudson OH
216/ 686-2280 M-F 9am-5pm
216/ 653-5006 S-S 6pm-11pm

- 7 Carman Greco
St. Clairsville OH
614/ 695-5026 M-F 3pm-9pm;
S-S 9am-9pm

- 8 Guy R. Moore
Oxford OH
513/ 746-6333 M-F 9am-4pm
513/ 529-7584 M-F 8am-4pm
513/ 523-3797 Daily 7pm-10:30pm

- 9,10 Howard Moskowitz
Toledo OH
419/ 729-8412 M-F 8am-4:30pm
419/ 535-8647 M-F 5pm-10pm;
S-S 10am-10pm

Oregon

- 5,8,9 Jim Emig
Portland OR
503/ 280-5666 M-F 7am-4pm
503/ 771-1916 M-F 6pm-9pm;
S-S 10am-10pm

Software Add-Ons...

Pennsylvania

10 Martin Friedman
Philadelphia PA
215/ 473-6135 M-S 3pm-10pm

South Carolina

6 Oliver Roosevelt
Fairforest SC
803/ 576-1270 M-F 8am-1pm
803/ 574-1104 M-F 5pm-10pm

Tennessee

9,10 Major Michael Sutter
Clarksville TN
502/ 798-8203 Daily 6am-2pm
615/ 552-0973 Daily 5pm-9pm

Texas

2,7 Richard Buro
Temple TX
817/ 778-0386 Daily 6am-9pm answ mach

6,10 Ron Franzetti
Austin TX
512/ 331-8061 5pm-10pm

9,10 Joseph Kline
Lubbock TX
806/ 796-0829 Daily 8am-9pm

2,7 Ralph Logan, Jr.
Fort Worth TX
817/ 281-0661 TThF 2pm-5pm

5,7,10 Bob Oberholtzer
Houston TX
713/ 664-2011 M-F 9am-6pm
713/ 664-1795 M-F 6pm-8:30pm;
Sat 2pm-7pm
713/ 664-2011 24hr answ serv

Vermont

8 Lars Baris
Essex Jct. VT
802/ 878-1392 Daily 7am-2pm

Virginia

1 Troy Kaichen
Colonial Heights VA
804/ 526-6157 Daily 9am-11pm

Washington

5 Thomas Chambers
Fox Island WA
206/ 549-4114 M-F 5pm-9pm;
S-S 10am-10pm

Wisconsin

4,6,9,10 Neil Johnson
Eau Claire WI
715/ 834-8104 M-F 8am-3:45pm

1 Peter Lee
Milwaukee WI
414/ 344-6807 Daily 8am-10pm, answ mach
414/ 963-6180 M-F 9am-5pm

Members Helping Members on Disk

You can get an electronic copy of the Members Helping Members data base, which contains the complete listing of more than 150 consultants and the support they offer.

Send your request to NAUG with \$4 per disk, plus \$2 shipping and handling per order (foreign postage: \$4).

7 Paul Van Wyk
Appleton WI
414/ 731-0941 Daily 9am-4pm
414/ 739-6503 Daily 7pm-10pm

Foreign/APO

2,5,6 Harve Thorn
Mexico City Mexico
905/ 516-0720 ext 135 M-F 8am-2pm

Electronic Index Disk Update

The list to the right contains the January 1989 update for NAUG's Electronic Index Disk. If you have more than 128K of RAM, enter the data into the file "Forum Index.All". If you have a 128K system, rename the file "Forum Index.II" to "Forum Index.III", insert a blank record into "Forum Index.III", then enter the data into that file. Enter the New Keywords data into the file "Key Words".

NAUG updates the Electronic Index Disk monthly. The latest version can be ordered from the NAUG Public Domain Library (\$4 per disk; \$2 postage per order). Current updates can also be downloaded from the NAUG bulletin board, (313) 482-8090.

Electronic Index Disk January 1989 Update

Enter the default values for these categories: Volume #: 4 • Issue #: 1 • Date: Jan 89

Enter the rest of the data in the following order: TYPE • PAGE • TITLE • AUTHOR • KEY WORDS

Letters to NAUG • 2 • AppleWorks and CompuServe • McWilliams, Dick • CompuServe; communications

Letters to NAUG • 2 • Where Should the Paper Start? • Kluball, Lisa • printers; printing; formatting

Letters to NAUG • 3 • How to Print Data Base Labels Longer than 15 Lines • Busch, Dorothea • data base; word processor; mail merge; labels; formatting

Letters to NAUG • 3 • A NAUG Member Reflects about Apple and Claris • Sundt, Hal • Apple Computer; Claris Corporation; AppleWorks GS

Letters to NAUG • 4 • Move Non-Adjacent Spreadsheet Rows • Bennet, Ray • spreadsheet; copy command

Beagle Bros Update • 5 • Site License Options for TimeOut Modules • n/a • Beagle Bros; TimeOut; add-ons; education

Software Review • 6 • AppleWorks GS: The Beginning of a New Generation • Williams, Warren; Merritt, Cathleen; Marriott; William • AppleWorks GS; Claris; Apple IIgs; upgrades

Macro Primer • 13 • Task Files: What They Are and How to Use Them • Munz, Mark • macros; Ultra-Macros; task files

Public Domain Library • 17 • New Disks Added to NAUG's Public Domain Library • Denzer, John • public domain; special programs; templates; software; add-ons

Applied Engineering Update • 19 • New Apple IIgs Speed-Up Card • n/a • Applied Engineering; accelerators; Apple IIgs

Software Review • 20 • Late Nite Patches: Useful AppleWorks Patches and More • Armour, Gary • patches; add-ons; modifications

NAUG News • 23 • Free CompuServe Offer for NAUG Members • n/a • CompuServe; special programs; communications

Novice Notes • 23 • Save Keystrokes in AppleWorks • Smith, James • AppleWorks; copy command

Members Helping Members • 25 • How to Get Help with AppleWorks-Compatible Software • Marriott, William • special programs; members helping members; software

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Classified Advertising

NAUG accepts classified advertisements in the *AppleWorks Forum*. These advertisements must meet the following criteria:

1. The individual's or company's name, address, and telephone number must be included in the advertisement.
2. The classified section is for text-only advertisements. No art or special type effects may be used.
3. Payment must accompany your order. Orders must be received at least 45 days before the cover date of the issue in which the advertisement will appear.

Rate: 50¢ per word per issue.

Seminar Schedule

NAUG sponsors AppleWorks seminars in various locations throughout the country. These seminars, entitled "AppleWorks: Beyond the Basics", are intended for AppleWorks users who want to solve AppleWorks problems and learn new techniques.

Seminar schedule:

January 18	— Philadelphia, PA
January 20	— Batavia, NY (Rochester/Buffalo)
January 23	— Boston, MA
January 24	— Hartford, CT
February 3	— Palo Alto, CA
February 6	— San Diego, CA
February 8	— Los Angeles, CA
February 10	— Denver, CO
March 2	— Atlanta, GA
March 3	— Ft. Lauderdale, FL
March 6	— Orlando, FL
March 7	— Tampa, FL
March 16	— Chicago, IL
March 17	— St. Louis, MO

The presenter, Dr. Warren Williams, is a technical advisor to NAUG and a frequent contributor to the *AppleWorks Forum*. He has written more than 50 articles about AppleWorks and has conducted more than 75 AppleWorks seminars throughout the country. Write or call NAUG for more information.